

Minutes of NLLOA Board of Directors Meeting

December 8, 2005

Elmer Friedrich, Vice President, called the meeting to order at 7:00 PM.

Board Members present: Elmer Friedrich, Vice President; Lee Leeper, Secretary; and Debbie Purcell, Roads. Absent: Bob Redoutey, Treasurer; Lewis Cogdell, Restrictions; and Ed Pastor, Security.

The President's position will remain vacant until the General Membership Meeting, January 17, 2006, at which time all board positions will be subject to review.

Committee Reports:

Secretary: Minutes of previous meeting were reviewed and approved with changes.

Treasurer: (10/31/2005 through 11/30/2005):

Beginning Balance		\$6,527.01
Deposits	\$20.00	
Interest	10.67	
<u>Total Deposits:</u>	<u>\$30.67</u>	
Expenses:	\$50.00	
Ending Balance:		\$6,507.68

Membership: No new members (96 paid members as of this date).

Security: No report.

Restrictions: No report.

Roads: Homeowner at corner of Williams and Meadows (Mr. Reed) complained that cars keep running off the road and hitting his fence.

Old Business: Elmer read a letter from Lewis Cogdell, Restrictions, regarding the incident in which he was investigating a report of shots fired and was bitten by a dog owned by the Regans (copy attached). The Board agreed to reimburse the Regans for expenses related to their dog's quarantine (\$269.50), with a release to the signed and returned.

Elmer read a letter to Mrs. Charlotte Smith regarding clean up of property at FM 3405 and Woodcrest Road, which is being using as a dumping site by others (copy attached).

The Board discussed and approved a response to Burns Holt, Twin Springs, regarding five horses and property next to his. The owner of the horses has advised that she will reduce the number to comply with the restrictions.

The letter to U-Haul and other businesses along FM 2338 has not been completed.

The Secretary requested that the Board review/approve retention periods for NLLOA files with an objective to reducing the volume of files and the records-keeping effort. The following retention periods were recommended and approved, subject to annual review by the Board:

<u>Files</u>	<u>Retention Period</u>
Building permits/approvals, enforcement and legal letters, North Lake maps, Incorporation documents, legal documents, By-Laws, Covenants, Codes, Restrictions, & Variances.	Indefinite
Bank documents (deposit slips, bank statements, vouchers, Receipts, owners' addresses (most recent five years)	Five Years

<u>Files</u>	<u>Retention Period</u>
Flyers, brochures, social events, picnics, annual membership	
Owners' mailing list (update quarterly)	Most Recent Quarter
Other files, not indicated above	Retention to be determined by the Secretary, subject to Board approval

New Business.

Board members were requested to write a short report concerning 2005 activities in their area of responsibility, for the January membership meeting.

Elmer would like to hear from Board members who are willing to serve another year. Lee Leeper will leave the Board in January. Bob Redoutey will remain as Treasurer, but will be unable to work on the newsletter, normally done by the Secretary.

There will be no Board meeting in January. The next Board meeting will be the 3rd Tuesday in February, at a place to be determined.

Copies of these minutes will be included in the 1st quarter NLLOA newsletter.

There being no further business, the meeting adjourned at 8 PM

Lee Leeper, Secretary